

Little Oakley Parish Council

Minutes of the Finance Committee Meeting held on 4th April 2018

Present: Cllr Griffiths, Cllr Cullen, Cllr Griggs, Cllr Bush

Also Present: Jeanette Sands (Clerk/RFO)

Start Time 19:00

18/FC001

Apologies

Apologies were received from Cllr Attrill

18/FC002

Declaration of Pecuniary and Non-Pecuniary Interest

No interests were declared

18/FC003

Signing of Minutes of Previous Meeting

The Minutes of the meeting held on November 17th 2017 were accepted and signed.

Proposed: Cllr Cullen

Seconded: Cllr Griggs

18/FC004

Internal Auditor

Cllr Griffiths has spoken to Peter Standings and he has agreed to audit the accounts for this financial year. A fee has yet to be discussed.

18/FC005

Budget Report

From the budget spreadsheet there had been an **underspend** in the following areas;

Electricity

Bus Shelters and Bus Shelter replacements

War Memorial routine maintenance

Donations

Training Courses

Clerks Expenses – BT etc

Clerks Pension

Hire of Room

Web Site and Web Hosting

Election Costs

EALC New File

Chairmans Discretionary Fund

Overspending was seen in the following areas.

Course expenses

EALC membership

SLCC Membership
Insurance
External and Internal Audit fees
Playground Inspection Costs
Wages and Administrative Services
Stationery Costs
Bank Charges
Computer/Printer repairs
McAfee
Data Protection Register (ICO)
Microsoft Office 365

The following areas were On Budget

Grass cutting and maintenance
TDALC Subscription
ICO
Bus Shelter Rent

Reserves in the accounts are 5360.00 which includes a grant for the new website of £860.00

There had been problems with the spreadsheet formulas therefore it was not possible to add figures to the above minutes.

The Meeting Closed at 20.05